

Security Note: 15-09

Year: 2009 Authorization: **APPROVED**

From: Director, Administration and Resource Management Division
To: Security Coordinators

Subj: SECURITY REVIEW OF DEPARTMENT OF DEFENSE (DOD)
INFORMATION INTENDED FOR PUBLIC RELEASE

Ref: (a) SECNAV M-5510.36
(b) DoD Directive 5230.9
(c) SECNAVINST 5720.44B

1. **Purpose.** This Security Note is published to establish security review policy of DoD information intended for public release.

2. **Background**

a. Reference (a) directs the Security Programs and Information Management Branch (ARS) to maintain liaison with the command Public Affairs Office (PAO) to ensure that proposed press releases and information intended for public release are subjected to a security review.

b. Reference (b) requires that a security and policy review be performed on all official DoD information intended for public release that pertains to military matters, national security issues, subjects of significant concern to the Department of Defense and information intended for placement on publicly accessible websites or computer servers. Documents proposed for public release shall first be reviewed at the Staff Agency/Activity levels as required by reference (c) and may or may not be found suitable for public release without higher level consideration.

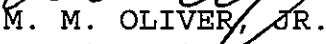
3. **Action.**

a. Staff Agencies/Activities are authorized to release information to the public that is wholly within the staff agency/activity mission and scope. Each staff agency/activity is responsible for ensuring that a review of material proposed for public release is completed.

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b. Once the staff agency/activity has indentified information to be released to the public, that information must be forwarded to the Director, Public Affairs Division, Media Branch for review. This review is part of an overall public release process and is coordinated by ARS in consultation with command subject matter experts.

5. Questions regarding this Security Note should be directed to the HQMC Security Manager at (703) 614-2320.


M. M. OLIVER, JR.
By direction